



Carver County Board of Commissioners  
 January 16, 2018  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

4:00 p.m.	1.	<b>a) CONVENE</b> <b>b) Pledge of allegiance</b> <b>c) Public comments</b> - <i>Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.</i>	
	2.	Agenda review and adoption	
	3.	Approve minutes of January 2, 2018, Organizational Session .....	1-7
	4.	Community Announcements	
4:10 p.m.	5.	<b>CONSENT AGENDA</b>	
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
		5.1 Permit for Lancer Hospitality to Provide Service for Events at the Waconia Event Center in 2018 .....	8
		5.2 CarverLink Standby Backup Generator Power Project .....	9
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
		5.3 Approve 2018 Police Service Contracts .....	10
		5.4 MPCA Agreement on HHW and Reimbursement from PaintCare .....	11-12
		5.5 Free Radon Test Kits for Carver County Residents .....	13
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
		5.6 Corridors of Commerce Applications for Highway 212 and Highway 5.....	14-15
		5.7 Right-of-way Acquisition for the CSAH 33/CSAH 34 Intersection Safety Project.....	16-19
		<i>Culture: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government</i>	
		5.8 HIPAA and MN Government Data Practices Appointments.....	20-22
		5.9 Eliminate Case Management Associate II position and add Social Worker II position in Adult Mental Health Unit.....	23-24
		5.10 Resolution Setting 2019 Elected Official Minimum Salaries .....	25-26
		<i>Finances: Improve the County's financial health and economic profile</i>	
		5.11 Professional Services Agmt. with Lockridge Grindal Nauen for Federal Government Relations .....	27-28
		5.12 Request for approval to contract with Scott County .....	29

4:15 p.m.            **ADJOURN REGULAR SESSION**

4:15 p.m.            **BOARD REPORTS**

1. Chair
2. Board Members
3. Administrator
4. Adjourn

David Hemze  
County Administrator

<b>UPCOMING MEETINGS</b>
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January 23, 2018	7:30 Carver County Leaders Meeting
January 23, 2018	9:00 a.m. Work Session
January 30, 2018	No Meeting
February 6, 2018	9:00 a.m. Board Meeting
February 13, 2018	No Meeting
February 20, 2018	4:00 p.m. Board Meeting
February 27, 2018	9:00 a.m. Work Session

ORGANIZATIONAL SESSION  
January 2, 2018

Commissioners Gayle Degler, James Ische, Tim Lynch, Randy Maluchnik and Tom Workman met in session this day as required by law for organizational purposes for the year 2018.

The session was called to order by County Administrator, David Hemze, at 9:01 a.m.

Maluchnik nominated Gayle Degler to serve as Chair of the Board of Commissioners for 2018. Ische seconded the nomination. On vote taken to elect Gayle Degler as Chair for 2018, all voted aye.

Chair Degler requested nominations for Vice Chair. Ische nominated Randy Maluchnik as Vice Chair of the Board of Commissioners for 2018. Lynch seconded the nomination. On vote taken to elect Randy Maluchnik as Vice Chair for 2018, all voted aye.

The following amendment was made to the agenda:

Add to 6.0-Advisory committee application.

Ische moved, Lynch seconded, to approve the agenda as amended. Motion carried unanimously.

Hemze requested the Board adopt their 2018 Board Operating Rules and recommended no changes.

Workman moved, Maluchnik seconded, to adopt the 2018 Board Operating Rules as presented. Motion carried unanimously.

Hemze requested the Board adopt their meeting schedule for 2018. He stated he was recommending the same pattern for 2018 and clarified meetings can be added if necessary for citizen input.

Ische moved, Maluchnik seconded, to adopt the 2018 Board meeting schedule as presented. Motion carried unanimously.

Ische moved, Lynch seconded, to approve the following Commissioner appointments:

Area Agency on Aging	Maluchnik
Association of Minnesota Counties Board of Directors	Ische, Alt. Degler
AMC Environment & Natural Resources Policy Committee	Ische
AMC General Government Policy Committee	Degler
AMC Health & Human Services Policy Committee	Lynch
AMC Public Safety Policy Committee	Maluchnik
AMC Transportation Policy Committee	Workman
AMC Voting Delegates	Degler, Ische, Lynch, Maluchnik, Workman, David Hemze, Lyndon Robjent, Rod Franks
CAP Agency Board of Directors	Degler

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Carver County Arts Committee	Maluchnik & Workman
Carver County CDA	Maluchnik, Liaison, Alt Workman
Carver County Leaders	Maluchnik & Lynch
Community Leaders (Eastern)	Degler, Maluchnik, Workman
County Strategic National Stockpile (SNS) Requestors	Degler, David Hemze, Richard Scott
County and Union Leaders Group	Maluchnik & Lynch
Courts Committee	Ische & Degler, Alt. Lynch
CROW Joint Powers Board	Lynch, Alt. Ische
Fair Board	Ische, Liaison, Alt. Lynch
Greater MSP Partner Advisory Council	Julie Frick (public)
	Public-to be determined
	Maluchnik, Alt. Lynch
	Maluchnik
Historical Society Committee	
Insurance Advisory Committee	
Joint Ditches:	
Joint Ditch #1	Ische, Lynch, Degler
Joint Ditch #2	Ische, Degler
Joint Ditch #3A	Ische
Joint Ditch #4	Ische, Lynch, Workman
Joint Ditch #5	Ische, Lynch, Maluchnik
Joint Ditch #21	Ische, Lynch, Workman, Degler
Joint Ditch #22	Ische, Lynch, Maluchnik
Joint Ditch #24	Ische, Lynch, Degler
Joint Ditch #28	Ische
Law Library Board	Degler
Legislative Committee	Maluchnik & Workman
Library Board	Degler, Liaison, Alt Workman
Lower Minnesota River Watershed	Maluchnik & Degler, Liaisons
MCIT Voting Delegates	David Hemze, Alt Sonja Wolter
MELSA	Degler, Alt Workman
Metro Alliance for Healthy Families Joint Powers Board	Workman
Metro GIS Policy Board	Maluchnik, Alt. Peter Henschel
Metropolitan Emergency Services Board	Ische & Degler
Metropolitan Emergency Services Executive Board	Ische, Alt Degler
Metropolitan Emergency Services Radio Technical Operations Committee	Tim Walsh, Alt Shane Sheets
Metropolitan Emergency Services 911 Technical Operations	Tim Walsh, Alt Susan Bowler
Minnehaha Creek Watershed District	Maluchnik & Workman, Liaisons
Minnesota Counties Computer Consortium	Peter Henschel, Alt David Frischmon, Laurie Davies
Minnesota Extension Committee	Degler & Lynch
Minnesota Inter-County Association	Degler & Maluchnik
Minnesota Transportation Alliance	Maluchnik
Minnesota Valley Regional Rail Authority	Workman, Alt. Maluchnik
Mobility Management Board	Ische

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Mosquito Control District  
Park Commission  
Planning Commission  
Riley-Purgatory-Bluff Creek Watershed  
Southwest Corridor Transportation Coalition  
State CHS Advisory Committee (SCHSAC)  
Suburban County Representatives  
Transportation Advisory Board – TAB  
Water Management Organization Committee

Ische & Workman  
Lynch, Liaison  
Ische, Alt. Lynch, Maluchnik  
Workman & Degler, Liaisons  
Workman & Maluchnik, Alt. Degler  
Richard Scott, Alt Maluchnik  
Maluchnik & Workman  
Maluchnik, Alt. Workman  
Lynch, Alt. Ische

Motion carried unanimously.

The Board considered appointments to various advisory committees.

Lynch move, Ische seconded, to appoint Gerald Bruner to the Arts Committee. Motion carried unanimously.

Maluchnik moved, Ische seconded, to appoint Molly Kouyumaki to the Community Development Agency. Motion carried unanimously.

Lynch moved, Ische seconded, to appoint Sandra Menzel to the Carver County Mental Health Advisory Committee. Motion carried unanimously.

Degler moved, Lynch seconded, to appoint Georgiann Keport, Kathryn Watson and Rick Carlson to the Extension Committee. Motion carried unanimously.

Ische moved, Lynch seconded, to appoint John P. Fahey to the Park Commission. Motion carried unanimously.

Degler moved, Ische seconded, to appoint Curt Kobilarcsik to the Park Commission. Motion carried unanimously

Lynch moved, Ische seconded, to appoint Gerald Bruner to the Personnel Board of Appeals. Motion carried unanimously.

Degler moved, Ische moved, to appoint Gabrielle Theis to the Planning Commission. Motion carried unanimously.

Lynch moved, Ische seconded, to appoint Jim Burns to the Planning Commission. Motion carried unanimously.

Lynch moved, Ische seconded, to appoint Doug Kammerer to the Water Management Organization. Motion carried unanimously

Maluchnik moved, Ische seconded, to appoint Scott Stensland to the Water Management Organization. Motion carried unanimously.

Ische moved, Lynch seconded, to approve the minutes of the December 19, 2017, Regular Session. Motion carried unanimously.

Maluchnik moved, Ische seconded, to approve the following consent agenda items:

Reappropriated \$46,042 remaining in the Fund 30 Victoria Library account as follows: \$30,415 for refurbishment and replacement of furnishings systemwide in the library and 15,627 for the unallocated Fund 30 account for future capital projects and approved related Library budget amendment.

Approved the \$4,250 donation to be used at the Sheriff's discretion and approved the acceptance of the stuff toy donation.

Authorized the Parks Department to carryout promotional offerings, provide donations, provide annual vehicle permits for administrative oversight and awareness of public services and facilities.

Approval to increase the 2017 salary ranges by two and one quarter percent (2.25%) for non-bargaining employees and of bargaining units participating in pay for performance in 2018, to be effective January 8, 2018.

Approved an agreement with Xcel Energy for \$354,000 to relocate transmission poles for the County Highway 10 Construction Project-Waconia School Phase, pending finalization of the contract review process.

Reviewed December 26, 2017, Community Social Services' actions/Commissioners' warrants in the amount of \$614,755.28 and reviewed January 2, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$252,765.54.

Motion carried unanimously.

Lynch moved, Maluchnik seconded, to open the public hearing on the Community Development Agency's request for the County Board's general obligation pledge to refinance existing CDA debt and finance rehabilitation costs. Motion carried unanimously.

David Frischmon, Finance, noted the previous work session held related to CDA's request. He stated the CDA Board held their public hearing on December 21<sup>st</sup> and approved the bond sale.

Kathy Aho, Springsted, reviewed background on the project noting the CDA purchase the Waybury property in 2011 to preserve affordable housing. She identified financing used for the purchase and number of rental units. She explained the property needed some updating and reviewed the work to be done. She pointed out the County banking would improve marketability, reduce interest rates,

lower the amount needed to be borrowed and would lower debt service requirements. She stated the County's ability to do this is provided under Statute.

She reviewed estimated future value savings and if the County approved, indicated the bond sale would be held January 18<sup>th</sup>.

Nick Anhut, representing Ehlers, stated they have reviewed the numbers provided by the CDA and they did not see the County's bond rating jeopardized with the County backing.

No public testimony was received.

Maluchnik, moved, Workman seconded, to close the public hearing. Motion carried unanimously.

Maluchnik offered the following Resolution, seconded by Ische:

Resolution #01-17  
Approving the Pledge by the Carver County Development Agency of the Full  
Faith and Credit of Carver County to Housing Development Bonds to  
be Issued by the CDA

On vote taken, all vote aye.

Workman left the room at 9:34 a.m.

Steve Just, Land Management, appeared before the Board regarding USS Lake Patterson Solar's request for a large solar energy system. He explained the CUP request was for a large solar energy system up to one megawatt on land owned by Katherine and Jill Wachholz. Just recognized the Board's previous direction to draft an Order for approval for their consideration at today's meeting. He pointed out the updated screening plan dated December 19<sup>th</sup> extending the screening on the south side of the property.

Ische moved, Maluchnik seconded, to adopt Findings of Fact and issue Order PZ#20170029 for the approval of the Conditional Use Permit, USS Lake Paterson Solar LLC, Waconia Township. Degler, Ische, Lynch, Maluchnik voted aye. Workman absent. Motion carried.

Just reviewed USS Westeros Solar's CUP request for a large solar energy system of up to one megawatt on property owned by Woestehoff Family Farm in San Francisco Township. He indicated, pursuant to the Board's direction, an Order for denial had been prepared for their consideration. He acknowledged receipt of a letter from USS Solar dated December 22, 2017, and made part of the record.

Ische moved, Lynch seconded, to adopt Findings of Fact and issue Order #PZ20170032 for the denial of the Conditional Use Permit, USS Westeros Solar LLC, San Francisco Township.

Ross Abbey, USS Solar, directed the Board's attention to the letter from Engineer Douglas Mutcher addressing stray voltage issues, the signed Interconnection Agreement with Xcel and Xcel's operational requirements for the project.

Workman returned to the room at 9:37 a.m.

Abbey pointed out the Minnesota Legislature addressed concerns regarding the potential affects of stray voltage on dairy farms in 1994 and the guidelines that were established. He also noted the County had previously approved a CUP request located near a dairy farm in which the County imposed a condition.

Reed Richardson, USS Solar, referenced Finding "E" related to increased traffic on a jointly maintained road. He suggested a road use agreement with the local road authority could be included as a condition. He stated they disagreed it was incompatible with the neighborhood and they meet the required setback.

David Watts, USS Solar, stated it was not in conflict with the Township's chapter of the comp plan and that it was the township's goal to preserve the rural character and this was harmonious with solar. He noted they also meet the township's goal related to stormwater runoff.

Richardson requested the Board approve the permit or that the request be tabled for further consideration.

On vote taken on above motion to deny, Ische, Lynch, Workman voted aye. Degler, Maluchnik voted nay. Motion carried.

Just appeared before the Board regarding USS DVL Solar's request for a large solar energy system up to one megawatt. He stated it would be located in Section 36 of Waconia Township and located on approximately 8-9 acres. He indicated pursuant to the Board's direction an Order for approval had been prepared for their consideration.

He explained the applicant reviewed the screening plan to the neighbor to the east and reviewed the proposed screening plan.

Jim Holasek, 3985 County Road 140, stated his disappointment for the lack of discussion on the screening. He stated the location was not moved to accommodate his desire but because of a road improvement. He stressed 100% opacity had been represented to them the entire time. He suggested the screening on the east be set back so it did not hinder crop production on his side. He requested that pine and arborvitae trees be added to mix up the type of screening. Holasek asked the Board to take this opportunity to set a new standard of what solar gardens should look like in the future.

Maluchnik moved, Ische seconded, to adopt Findings of Fact and issue Order PZ20170023 for the approval of the Conditional Use Permit, USS DVL Solar LLC, Waconia Township.



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Just clarified the type of plantings that would be planted to the east and indicated the applicants would need to meet the zoning requirements.

Degler encouraged the applicants continue to work with the landowners to the east to get the screening that would be beneficial for both.

On vote taken on above motion to approve, Ische, Degler, Maluchnik voted aye. Lynch, Workman voted nay. Motion carried.

Lynch moved, Ische seconded, to adjourn the Regular Session at 9:58 a.m. and reconvene as the Carver County Regional Rail Authority. Motion carried unanimously.

Lynch moved, Maluchnik seconded, to appoint Gayle Degler as Chair, Randy Maluchnik as Vice Chair and James Ische, as the Secretary/Treasurer of the Carver County Regional Rail Authority. Motion carried unanimously.

Ische moved, Lynch seconded, to adjourn as the Carver County Regional Rail Authority at 10:01 a.m. Motion carried unanimously.

David Hemze  
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Permit for Lancer Hospitality to Provide Service for Events at the Waconia Event Center in 2018**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The contract to provide service as the building and event manager for the Waconia Event Center with Lancer Hospitality has concluded. Lancer provided notice in May of 2017 that it would no longer provide building and event management service for the Waconia Event Center beginning January 1, 2018. However, Lancer is willing to continue to provide catering service for events that they have booked during 2018.

A permit is required to facilitate continued service for the events booked in 2018. A percentage of gross sales has been negotiated at 12.5% as a fee which is not currently provided in the 2018 Fee for Service Schedule. In addition to the fee, Lancer will provide set up, take down, event management, custodial services for these events and proper insurance coverage for sale of alcohol.

**ACTION REQUESTED:**

Authorize issuance of a permit to Lancer Hospitality for events currently booked in 2018.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

There are five remaining events scheduled with Lancer Hospitality. It is estimated that these events would generate approximately \$6,500 in revenue for the County. The County is also responsible for the annual operation costs pertaining to utilities and other contracted services estimated at \$15,000, of which only a small portion could be attributed to the remaining events scheduled. Annual building upkeep and stewardship expenses are estimated at approximately \$28,000. The above cost does not include cost related to staffing the building. Going forward, the County will be considering different service and cost recovery models related to the future use of the Waconia Event Center facility.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**CarverLink Standby Backup Generator Power Project**

Primary Originating Division/Dept: <u>Public Services - IT</u>	Meeting Date: <u>1/16/2018</u>
Contact: <u>Randy Lehs</u> Title: <u>Project Manager - Fiber</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

Connections: Develop strong public partnerships and connect people to services and information

**BACKGROUND/JUSTIFICATION:**

This contract provides for the purchase and installation of standby backup power generators at two city halls and four public schools in which CarverLink has critical hub network switch equipment that operates the CarverLink fiber optic cable network. These critical hub locations do not currently have backup generators to provide CarverLink equipment with the needed power to maintain the network in the event of a long-term loss of utility power. CarverLink's equipment will use the generator's backup capacity up to a recommended 50% generator capacity electrical load, providing opportunities to the participating entities to connect their critical systems to support business continuity and disaster recovery operations using the remaining capacity. CarverLink has negotiated with the vendor to include 3 years of maintenance and a 10-year warranty for the generators. The City of Watertown asked to contribute its own funds in order to purchase a whole building generator.

Once installation of the generators is completed, the County will transfer ownership to each respective city or school. They will then assume responsibility for the operation and the 20-year estimated maintenance, repair, and ongoing fuel charges of the generators.

**ACTION REQUESTED:**

Motion to approve the professional services agreement with Midwest Electric and Generator for the purchase and installation of the generators.

Motion to approve transferring ownership of the generators to the City of New Germany, City of Watertown, Watertown/Mayer School District, World Learner School, Central (NYA) School District, and SW Metro School District once installation of the generators and all project deliverables have been completed.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FTE IMPACT:** None

**FUNDING**

County Dollars =	<b>\$0.00</b>
CarverLink Revenue	\$70,602.44
City of Watertown	\$10,147.00
<b>Total</b>	<b>\$80,749.44</b>

**Related Financial/FTE Comments:**

Projected cost of the project is \$80,749.44, not to exceed \$90,000, with a \$10,147.00 reimbursement from the City of Watertown.

*Office use only:*

RBA 2018 - 5196

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approve 2018 Police Service Contracts**

Primary Originating Division/Dept: Sheriff

Meeting Date: 1/16/2018

Contact: Paul Tschida Title: Commander

Item Type: Consent

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Title:

Strategic Initiative:  
Communities: Create and maintain safe, healthy, and livable communities

**BACKGROUND/JUSTIFICATION:**

Carver County Sheriff's Office has entered into contracts with ten cities and several townships to provide police services for the past several decades. Part of those contracts includes Community Service Officer Hours also. The contracting communities are responsible for the cost of the deputies and CSO's assigned to their respective community. This continues to be a unique partnership which benefits the communities and the county greatly.

**ACTION REQUESTED:**

Approve the 2018 Police Service Contracts for the township of Laketown and the cities of Chanhassen, Carver, Cologne, Hamburg, Mayer, New Germany, Norwood Young America, Victoria, Waconia, and Watertown.

**FISCAL IMPACT:** Other

**FUNDING**

*If "Other", specify:* Paid for by the contracting communities.

<b>County Dollars =</b>	<b>\$0.00</b>
Contract Communities	\$3,937,980.00
<b>Total</b>	<b>\$3,937,980.00</b>

**FTE IMPACT:** None

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5163

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**MPCA Agreement on HHW and Reimbursement from PaintCare**

Primary Originating Division/Dept: <u>Public Services - Environ. Svc.</u>	Meeting Date: <u>1/16/2018</u>
Contact: <u>Greg Boe</u> Title: <u>Enviro. Svces. Manager</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

Communities: Create and maintain safe, healthy, and livable communities

**BACKGROUND/JUSTIFICATION:**

Since 1992, the State of Minnesota has required Minnesota Counties to provide Household Hazardous Waste (HHW) services to local residents. The Minnesota Pollution Control Agency (MPCA) oversees this effort across the state, while assisting by providing training, indemnification protection, joint purchasing benefits, and other beneficial interaction. This Joint Powers Agreement (JPA) addresses Carver County's desire to continue operating an HHW Program to serve local residents, while also highlighting reporting requirements, waste management and acceptance options, training opportunities, purchasing through state contracts, and reimbursement through product stewardship programs.

The 2013 Minnesota Legislature created a product stewardship program for architectural paint sold in the State [Minn. Stat. 115A.1415]. The new law required that paint manufacturers and retailers collect fees from customers on paint sold in the State. The fees are then used to fund a collection and recycling system for waste paint. Paint manufacturers established a non-profit organization named PaintCare to administer this program and begin collecting a \$0.75 per gallon fee in late 2014. Like most counties, Carver County already collected waste paint from residents and some small businesses. These counties worked via the Solid Waste Administrators Association (SWAA - an Association of Minnesota Counties affiliate), the Metro Solid Waste Management Coordinating Board (SWMCB), and the Minnesota Pollution Control Agency (MPCA) to reach agreements with PaintCare to be part of the collection system and receive funding for paint management.

Beginning in 2015, the MPCA has received the funds from PaintCare and in turn reimbursed the County in two payments per year for paint management, related supplies, transportation paint reuse, and final recycling and management. The so-called "PaintCare funds" helped make it possible for the Carver County Environmental Services Department to submit a budget for 2018 that did not rely upon County General Levy funds.

The County staff has completed the contract review process, and the County Attorney's Office, Risk Management, and the Assistant County Administrator have approved the JPA.

This Request for Board Action is necessary to accept "PaintCare" funds and to continue operation of a Household Hazardous Waste program.

**ACTION REQUESTED:**

Motion to approve the JPA with the MPCA, accept the PaintCare funds authorized by the JPA, and authorize the Assistant County Administrator to electronically sign the JPA in the State's online contract portal on behalf of the County.

**FISCAL IMPACT:** Other

*If "Other", specify:*

*Projections will be included in annual budgets for years 2018-2022*

**FUNDING**

County Dollars =	
PaintCare estimate	\$600,000.00
<b>Total</b>	<b>\$600,000.00</b>

**FTE IMPACT:** None

Related Financial/FTE Comments:

Estimated costs and revenue for the paint management program have been included in the 2018 department budget for Environmental Services. Projections for 2019 through 2022 will be included in subsequent budget requests. The \$600,000 figure provided in the Funding table above represents the funding anticipated through 2022.

*Office use only:*

RBA 2018 - 5189

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Free Radon Test Kits for Carver County Residents**

Primary Originating Division/Dept: <input type="text" value="Public Services - Environ. Svc."/>	Meeting Date: <input type="text" value="1/16/2018"/>
Contact: <input type="text" value="Greg Boe"/> Title: <input type="text" value="Env Services Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

The Minnesota Department of Health provides Carver County with approximately 150 free short-term radon test kits each year. The Environmental Services Department then gives these test kits away (while the supply lasts), at the start of every year, to promote Radon Awareness Month in January. Exposure to radon is believed to be the second leading cause of lung cancer in the United States, behind smoking. These free test kits will allow Carver County residents to determine if high levels of radon exist in their homes. While the Radon Test Kits are valued at \$8 each, the MN Dept of Health gives these kits away at no charge, to partner with Carver County in promoting radon awareness within our county.

The Environmental Services Department would also like to donate two radon test kits to the Chaska Fire Department, for distribution to two Carver County residents during the CFD 61st Annual Ice Fishing Contest, in downtown Chaska.

Section I (Miscellaneous) of the Carver County Administrative Policy Manual requires the staff to request Board approval for the receipt and distribution of these free test kits.

**ACTION REQUESTED:**

Motion to approve the receipt and donation of short-term radon test kits to Carver County residents.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<b>Total</b> <input type="text" value="\$0.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

**Related Financial/FTE Comments:**

There is no fiscal impact to Carver County, since the radon test kits are received at no charge from the MN Department of Health and are intended for free public distribution.

*Office use only:*

RBA 2018 - 5191

# Carver County Board of Commissioners Request for Board Action



## Agenda Item:

### Corridors of Commerce Applications for Highway 212 and Highway 5

Primary Originating Division/Dept: Public Works

Meeting Date: 1/16/2018

Contact: Lyndon Robjent

Title:

Item Type:

Consent

Amount of Time Requested:      minutes

Presenter:                     

Title:                     

Attachments:  Yes  No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

## BACKGROUND/JUSTIFICATION:

The 2017 legislative session included \$400 million in new funding for the Corridors of Commerce program administered by the Minnesota Department of Transportation (MnDOT). The program includes \$300 million in new bonds to be paid from MnDOT's budget and \$100 million is one time funding. It is expected that 50% of the funding or \$200 million will be available to eligible trunk highway projects in the 7-county metropolitan area. As required by the legislature, MnDOT has created an evaluation system to score projects. All projects (Metro and Greater Mn) will be scored using the same system.

In general the program is to remove bottlenecks to freight, improve safety, and increase capacity on state highways. The unfunded portion of projects is a factor in the scoring system and so projects that leverage other funding will have an advantage to those that do not. Community support is also important and so letters or resolutions of support will be benefit potential applicants.

In the Metro area, any state highway can request funding. In Greater Minnesota, highways have to be designated as an Interregional Corridor. More information about the program can be found on the MnDOT web site at: <http://www.dot.state.mn.us/corridorsofcommerce/>. Public Works has been coordinating potential projects with MnDOT, the Metropolitan Council, the Southwest Corridor Transportation Coalition and cities.

Staff recommends requesting the following projects:

1. Expansion of Highway 212 to 4-lanes from Chaska to Cologne
2. Expansion of Highway 212 to 4-lanes from Cologne to Norwood Young America
3. Expansion of Highway 5 from Highway 41 to Rolling Acres Road.

Projects that are selected for funding will be administered by MnDOT. The application process is simple, where anyone can submit a project for consideration on a web form. The form is expected to be released on January 15th with applications due on February 2, 2018. Financial details for each project submitted will be coordinated by MnDOT. In other words, they will estimate projects costs and how much is needed to fully fund them. A local match is not required, however, MnDOT will coordinate any potential local cost share after projects have been submitted. All the projects identified above are eligible for funding from the Carver County Local Option Sales Tax adopted in May 2017. At this time the 212 project from Chaska to Cologne is considered the highest priority as it has already been awarded \$15 million in federal freight funding and is near shovel ready. The other two projects are much further behind in the project development process but are still considered vital improvements to the transportation system.

Resolutions and letters of support are not required with the application and will follow at a later date. Public Works is gathering them now.



Other known projects in Carver County include Highway 101 from Flying Cloud Drive to Pioneer in Chanhassen and Highway 41 from the Minnesota River to County Road 61 in Chaska. The cities will likely submit these for consideration and have asked for county support. Resolutions will be brought to the county board at a later date for consideration.

**ACTION REQUESTED:**

Authorize the County Engineer to submit applications for Corridors of Commerce funding for two segments of Highway 212 between Chaska and Norwood Young America and one segment of Highway 5 between Chanhassen and Victoria.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =

**Total**

\$0.00

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

The county cost share is unknown at this time and will be determined after the application process. Financial impact scenarios will be vetted with the board before the project scoring process is complete.

*Office use only:*

RBA 2018 - 5201

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Right-of-way Acquisition for the CSAH 33 / CSAH 34 Intersection Safety Project**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
Consent  ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

The 2018 construction season includes the construction a roundabout at the intersection of County State Aid Highways 33 and 34, north of the City of Norwood Young America. Additional right-of-way is needed to complete this project. The Carver County Right-of-Way Agent has completed Minimum Damages Assessments for the acquisition of permanent roadway and temporary easements along the construction corridor. The purchase of the permanent and temporary easements is necessary to fulfill the project charter.

**ACTION REQUESTED:**

Adopt a resolution to authorize written offers of compensation based on Minimum Damage Assessment for easements required for the CSAH 33/34 Intersection Safety Project (#158782)

**FISCAL IMPACT:**  ▼

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

A majority of construction costs for this project are being funded with Federal Highway Safety Improvement Project (HSIP) funds. However, right of way costs are not included in this funding source. State Aid Regular Construction funds will be utilized for the right of way costs.

Office use only:

RBA 2018 - 5179

**BOARD OF COUNTY COMMISSIONERS  
CARVER COUNTY, MINNESOTA**

Date: January 16, 2018

Resolution No: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

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**Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the CSAH 33 / CSAH 34 Intersection Safety Project  
(158782)**

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for a roundabout at the intersection of CSAH 33 & CSAH 34 as part of the CSAH 33 / CSAH 34 Intersection Safety Project (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained a minimum damage acquisition report(s) which estimates the full amount of damages which the County’s proposed acquisition of the property interests described in said Exhibit A will cause to Owners of said real property interests; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owners submit to the County the information necessary for reimbursement.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements of a roundabout at the intersection of CSAH 33 & CSAH 34 as part of the CSAH 33 / CSAH 34 Intersection Safety Project constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the a minimum damage acquisition report(s) of damages obtained by the County, the Public Works Division Director or agents under his supervision, shall make initial written offers of just compensation to the Owners within the Project from whom the County must acquire needed real property interests, as shown in said Exhibit A; and

BE IT FURTHER RESOLVED that the Public Works Division Director or agents under his supervision, shall reimburse the Owners of said real property interests for an independent appraisal of damages from a licensed real estate appraiser to estimate the full amount of damages which will be caused to Owners by the County's proposed acquisition of the real property interests described in said Exhibit A, and that, upon the Owners providing to County a copy of that appraisal report, evidence of the cost of that report, and evidence of payment of that amount to the appraiser, County shall reimburse Owners for the cost of Owners' independent appraisal report, subject to the limits stated in Minn. Stat. §117.036. In lieu of said independent appraisal of damages, the Public Works Division Director or agents under his supervision, may offer in addition to the initial written offer to property Owners, an amount up to said limits in Minn. Stat. §117.036.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on January 16, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16<sup>th</sup> Day of January, 2018.

\_\_\_\_\_  
Dave Hemze

\_\_\_\_\_  
County Administrator

**Exhibit A**

**to**

**Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests**

**CSAH 33 / CSAH 34 Intersection Safety Project**

Carver County Public Works No. 158782

**Property Tax Identification No. 11.0100511**

Fee Owners: Steven A & Susan R Chapman

Property Address: 16135 County Road 34, Norwood Young America, MN 55368

Temporary easement for highway construction purposes containing **1.20 acres**, more or less.

**Property Tax Identification No. 11.0111000**

Fee Owners: Dan & Dean Mesenbring Partnership

Property Address: XXX County Road 33, Norwood Young America, MN 55368

Permanent easement for public right-of-way purposes contains **1.022 acres**, more or less.

Temporary easement containing **400 square feet**, more or less.

**Property Tax Identification No. 11.0110600**

Fee Owners: Thomas & Teresa Gregory, Trustees for the Teresa Ann Gregory Trust

Property Address: 15975 County Road 34, Norwood Young America, MN 55368

Permanent easement for public right-of-way purposes contains **2,600 square feet**, more or less.

Temporary easement containing **13,509 square feet**, more or less.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**HIPAA and MN Government Data Practices Appointments**

Primary Originating Division/Dept: Attorney

Meeting Date: 1/16/2018

Contact: Thom Haines  Title: Assistant County Attorney

Item Type:  
Consent

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

**BACKGROUND/JUSTIFICATION:**

Federal law requires a covered entity to designate a "Privacy Official" and a "Security Official" to fulfill responsibilities under the Health Insurance Portability and Accountability Act (HIPAA). Similarly, state law requires a public entity to appoint a "Responsible Authority" and a "Compliance Official" to fulfill responsibilities under the Minnesota Government Data Practices Act (MGDPA).

**ACTION REQUESTED:**

Motion to adopt the attached resolution appointing a Health Insurance Portability Act Privacy Official and Security Official and appointing a Data Practices Responsible Authority and Compliance Official.

**FISCAL IMPACT:** None   
*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5181

**BOARD OF COUNTY COMMISSIONERS  
CARVER COUNTY, MINNESOTA**

Date: January 16, 2018  
Motion by Commissioner: \_\_\_\_\_

Resolution No: \_\_\_\_\_  
Seconded by Commissioner: \_\_\_\_\_

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**HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) APPOINTMENTS  
AND  
MINNESOTA GOVERNMENT DATA PRACTICES (MGDPA) APPOINTMENTS**

**WHEREAS**, 45 CFR 164.530 (a) requires a covered entity to designate a Privacy Official to fulfill the privacy responsibilities under HIPAA; and

**WHEREAS**, 45 CFR 164.308 (a) (2) requires a covered entity to identify a Security Official to fulfill the security responsibilities under HIPAA; and

**WHEREAS**, Minn. Stat. 13.02, subd. 16, requires a public entity to appoint an individual as the Data Practices Responsible Authority; and

**WHEREAS**, Minn. Stat. 13.05, subd. 13, requires a public entity to appoint an employee to act as the entity's Data Practices Compliance Official;

**NOW, THEREFORE BE IT RESOLVED**, the Carver County Board of Commissioners hereby appoints the following individuals for the purposes of complying with the requirements as set out in the above-referenced provisions:

Thomas W. Haines, Assistant County Attorney, as the HIPAA Privacy Official for the covered entity components of Carver County, a HIPAA hybrid entity.

Thomas W. Haines, Assistant County Attorney, as the Minnesota Government Data Practices Act Compliance Official for any data administered outside of the office of the elected officials for Carver County or administered by Responsible Authorities otherwise designated by statute.

Peter Ivy, Chief Deputy County Attorney, as the Responsible Authority under the Minnesota Government Data Practices Act for any data administered outside of the office of the elected officials for Carver County or as otherwise designated by statute.

Peter Henschel, Chief Information Officer, as the Security Official for the covered entity components of Carver County, a HIPAA hybrid entity.

**BE IT FURTHER RESOLVED**, appointments made by this resolution supersede any previous appointments.

YES

ABSENT

NO

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STATE OF MINNESOTA  
 COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 16<sup>th</sup> day of January, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16<sup>th</sup> day of January, 2018.

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Dave Hemze

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County Administrator



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Eliminate Case Management Associate II position and add Social Worker II position in Adult Mental Health Unit.**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

State Mandate requires Carver County to ensure that targeted Case Management (TCM) services are available to all eligible Carver County residents. Health and Human Services is recommending a reorganization in the area of Adult Mental Health where the position of Case Manager (Social Worker II) would be created and the Human Services Lead Program Specialist (Case Management Associate II) would be eliminated. The objective of this reorganization is to better serve the adult mental health clients by utilizing the skills and talents of a social worker II, providing more flexibility in service and availability to our clients.

This reorganization would take the current .875 FTE of Human Services Lead Program Specialist (Case Management Associate II) and replace it with a .875 Case Manager (Social Worker II). This will not have an effect on the Health and Human Services full time employee totals.

The Case Management Associate II position is costed at \$78,264. The Social Worker II position is costed at \$89,215, the \$11,651 difference will be covered by an increase in the Adult MH TCM revenue generated from this reorganized position.

**ACTION REQUESTED:**

Motion to approve creating the Adult Mental Health Social Worker II position and eliminating the Case Management Associate II position.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

No additional Levy dollars are required. The additional funds for this position will come from increased Adult MH TCM revenue.

Office use only:

RBA 2018 - 5190

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Eliminate Case Management Associate II position and add Social Worker II position in Adult Mental Health

Agenda Item: Unit.

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
.AMHI CSP Salary Split	11-480-743 & 744	\$11,561.00	Adult TCM	11-480-741-0000-...	\$11,651.00
<b>TOTAL</b>		\$11,561.00	<b>TOTAL</b>		\$11,651.00

Reason for Request:

Additional Adult Targeted Case Management revenue will cover the cost of this position reorganization.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Resolution Setting 2019 Elected Official Minimum Salaries**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="1/16/2018"/>
Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Division Dir"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government"/>	

**BACKGROUND/JUSTIFICATION:**

In election years, the County Board has an obligation to set minimum salaries for certain elected offices including the offices of County Attorney and County Sheriff. This is consistent with Minnesota Statutes 388.18, Subdivision 2 and 387.20, Subdivision 2. The year 2018 is an election year and filings for the elected offices of Carver County will be open beginning in May 2018, for the terms commencing January 2019. Salaries for terms beginning in 2019 may be set above, but not below, the salaries defined in the attached resolution.

The 2019 minimum salaries recommended for the offices of County Attorney and County Sheriff are \$114,100 for the office of County Attorney and \$110,500 for the office of County Sheriff. These minimum rates are consistent with the current salary structure within the County for division director and assistant county administrator positions with regard to internal equity. An additional resolution will be presented late in 2018 to set the actual 2019 salaries for these elected officials. At that time, the education and experience of the elected officials and current market factors will be considered.

**ACTION REQUESTED:**

Motion to approve the Resolution setting the 2019 minimum salary for the office of County Attorney at \$114,100 and the minimum salary for the office of County Sheriff at \$110,500.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b> County Dollars = <input type="text"/>
<i>If "Other", specify:</i> <input type="text"/>	<input type="text"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<b>Total</b> <input type="text" value="\$0.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	
Related Financial/FTE Comments:	

Office use only:

RBA 2018 - 5200

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

## Resolution: 2019 Minimum Elected Official Salaries

DATE \_\_\_\_\_ RESOLUTION NO. \_\_\_\_\_  
 MOTION BY COMMISSIONER \_\_\_\_\_ SECONDED BY COMMISSIONER \_\_\_\_\_

**WHEREAS**, the Carver County Board of Commissioners is required by statute to set minimum salaries for the County Attorney and the County Sheriff; and

**WHEREAS**, the Carver County Board of Commissioners intends to establish 2019 minimum compensation for the elected offices of County Attorney and County Sheriff; and

**WHEREAS**, the filings for the elected offices of Carver County will be open as of May 2018 for the terms commencing January 2019;

**THEREFORE, BE IT RESOLVED**, that the following minimum salaries are hereby established for the terms of office commencing January 2019:

- A. County Attorney: \$114,100
- B. County Sheriff: \$110,500

**BE IT FURTHER RESOLVED**, that the minimum compensation amount stated in this Resolution may be waived by the County Attorney or the County Sheriff upon taking office.

**BE IT FURTHER RESOLVED**, the County will reserve the right to make adjustments above these minimum compensation levels, including additional salary and/or benefits by subsequent Carver County Board Actions.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA  
 COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 16<sup>th</sup> day of January, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_\_ day of January, 2018

\_\_\_\_\_  
 County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agmt. with Lockridge Grindal Nauen for Federal Government Relations**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County has submitted a \$21 million grant request to the federal Department of Transportation (DOT) through the INFRA program to reconstruct US Highway 212 to a 4-lane expressway between Chaska and Cologne. The County submitted a similar request in 2016 through the FASTLANE program, but was not successful. Though feedback from DOT staff and federal legislators it was determined that additional localized professional services would be beneficial to track grant activity and coordinate with the DOT and federal legislators when appropriate to ensure the US 212 grant application is put in the best position to be considered for funding.

Lockridge Grindal Nauen is a nationally recognized firm in federal government relations and has worked for several government agencies in Minnesota. They will monitor, analyze, and report all federal legislative, regulatory and administrative developments for potential impact on Carver County, particularly for US 212 —both in Congress and the Executive Branch – and advise the County when action would be beneficial to overall objectives. They will meet on the County's behalf and coordinate critical meetings for County representatives to attend. It is likely that the County Engineer along with two County Commissioners will need to travel to Washington DC to meet with administrative and legislative staff during 2018.

**ACTION REQUESTED:**

1. Approve a Professional Services Agreement with Lockridge Grindal Nauen for federal government relations for \$40,000.00, pending finalization of the contract review process.
2. Authorize the County Engineer and two County Commissioners to travel to Washington DC in 2018

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

The professional services contract is for \$3,333 per month for 12 months. Travel expenses are estimated at \$3000. Both will be paid from the Road and Bridge Professional Services fund.

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Professional Services Agmt. with Lockridge Grindal Nauen for Federal Government Relations

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
conference, professional maintenance	03-303.6332	\$3,000.00
<b>TOTAL</b>		\$3,000.00

CREDIT		
Description of Accounts	Acct #	Amount
professional services	03-303.6260	\$3,000.00
<b>TOTAL</b>		\$3,000.00

Reason for Request:

Transfer budget to cover travel costs to Washington DC (County Engineer & two Commissioners)

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval to contract with Scott County**

Primary Originating Division/Dept: Sheriff

Meeting Date: 1/16/2018

Contact: Reed Ashpole  Title: Commander of Jail and Adminis

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

Finances: Improve the County's financial health and economic profile

**BACKGROUND/JUSTIFICATION:**

Carver County shall make one bed, per day, available at the Carver County Juvenile Detention Center to house a juvenile from Scott.

**ACTION REQUESTED:**

Motion to contract with Scott County pending finalization of the contract review process.

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

Not to exceed \$43,800 revenue per year for JDC housing

*Office use only:*

RBA 2018 - 5180